#	Question	Answer
1	What level of Accessibility is required?	The ADMT will be working across Olympic and Paralympic sports, therefore will need to cater for disabled and non disabled users.
2	Can you confirm you are looking for a bespoke development rather than an existing product?	We are looking for a product with the ability to control the data collection fields, what the user interface looks like, the reports created etc. Depending on the proposals of the supplier this could be in the form of an off the shelf product that provides an appropriate level of customisation or a purely bespoke product. Regarding the user interface, we do not need full customability but the ability to add logos, change colour schemes, and ensure that what each type of user sees is different. We are excited to review all proposals be they off the shelf or bespoke solutions so long as they fit with in the budget detailed in question 3
3	What is the budget or budget range for the project?	30-40k over 3 years inclusive of VAT
4	Is the budget inclusive or exclusive of VAT?	see question 3
5	The price criteria asks for a fixed price for the duration of the contract. Does this include infrastructure, hosting and licencing costs?	Yes
6	Do you have an indicative budget for the project?	see question 3
7	Is there existing data that will need to be migrated into the new system? If so, please can you describe it?	Yes we have data hosted on our current athlete data management tool that will need to be migrated to a new system, please see the question about data types for a description of the current data (question 18)
8	Do you have an anticipated budget for this work?	see question 3
9	Given the complexities of the requirements of this project, is it possible at this stage to get an indicative budget?	see question 3
10	Is any part of the solution or infrastructure already in place?	We utilise a current online ADMT , the new system would need to replicate some aspects of this system, develop other aspects and when needed create new aspects. There would be a need to migrate some data from the current system see question 7
11	Are you expecting a custom built software or are they expecting custom built dashboards using existing data visualisation software vendors such as Tableau, Qlik etc?	See Question 2
12	Will extensive data analysis be required inside the ADMT, or will these kind of analysis be done by other tools and thus by extracting the data from the ADMT?	Previously we have been able to do some basic data analysis inside the ADMT, based on formula questions built into data collection forms or through the use of dashboards. Any extensive data analysis would take place outside of the ADMT. We would therefore need to extract the data in an appropriate form, our prefed format is .csv
13	Will the system be required to 'flag up' any concerns regarding the data? If so, what	Data validation will be required on all quantitive data fields and field length restrictions on text answers.
14	Is there any existing data that will need to be migrated into the platform? If so, what's the shape and format of this data and where is it hosted?	See question 7
15	If platform setup is involved then have you currently got the data in one place for migration or not?	See question 7
16	How sensitive is the information we'd be processing (classification)?	The ADMT will be holding personal information so will need be a secure system and meet all data protection protocols. Will need to be fully complicit with European GDPR standards, please see Appendix 1.
17	Is consent for use of the data already obtained by UK Sport?	For exisiting data we have received consent, for any new data we would need to have the ability to ask for consent prior to an athlete entering data into the ADMT.
18	Can you list, or give an indication of, the different types of data that will be stored about each athlete?	Numerical Performance data - i.e. sprint time, jump height, anthropometric data. Text - questionaire answers, short and long text fields, preset drop down fields. Video - short clips of performance and interviews, Photos.
19	Please could you provide an approximate list of the data fields that the tool will need to capture and present?	see question 18
20	Are the data fields likely to be consistent across all sports or will there be bespoke requirements for each sport. If the latter, how many sports are likely to have bespoke requirements?	In the main the data will be consistent across all sports, however there will be a need to provide bespoke data collection form for certain sports, with this in mind it is preferable that the Pathways team will have the ability to create data collection forms or work alongside a developer to do so. At this time we are unable to confirm the exact number this will be.
21	Are there existing data standards already agreed across all data points to be collected in the platform? If not, is it expected to be developed as part of this project?	Yes and if any further development is required we will work in tandem with our data scientists.
22	Is functionality required to cross-tabulate all/any pieces of data, for instance all age groups by region who are 2m or higher?	Yes

#	Question	Answer
23	What type of data collection and reporting is in scope? (e.g. performance data, camp data etc).	All data that pertains to the recruitment campaign i.e. performance testing data, medical data, questionaire answers etc. These will be collected in a number of different ways 1) by the athlete or coach inputing directly into the system, 2) by a performance scientist collecting and inputing the information.
24	Is there a prefered data format (or struture) for the downloadable athlete data (for example json, csv, yaml and so on)?	.csv
25	Can you provide any further details about the nature of the data being captured and kinds of analysis you're looking to perform?	See question 18 and 23
26	Will the focus mainly be on 'performance' or will the ADMT be used for other data collection as well, i.e. medical/paramedical, administration, communication, etc?	See question 18 and 23
27	Ref. Display data through the use of dashboards and other data visualisation techniques, what other data visualisation techniques are expected?	We are open to any suggestions of new and innovative ways of visualising data so long as they are able to be delivered with in the budget
28	What are the timescales for project delivery?	3 months to have a working system that can be implemented with recruitment work this year.
29	What is the expected delivery timeline for the setup?	see question 28
30	Do you have plans of co-creating within the ADMT in terms of custom development, or will you use the ADMT as-is, in an off-the-shelf version?	See question 2
31	Are you looking for a new front-end build only or migration of data on to a newly setup platform plus a new front-end?	Migration of data on to a newly setup platform plus a new front end
32	If it's just the front-end, have you a cloud platform provider place for storing data? If so who is it?	n/a
33	If a cloud platform isn't setup, what are the expectations beyond initial setup for managing and running the cloud service?	n/a
34	Do you expect to build data collection forms in the tool or do you want them pre-packaged?	See question 2
35	Do you expect to build dashboards in a self-service fashion or are you looking for prebuilt visualisations?	See question 2
36	Does the data that the system needs to hold and visualise is a statically defined set of parameters (for example age, sex, height and so on) or the users responsible for entering the data should be able to add specific parameters for certain athletes, or athlete type (for example best jumping distance, best time for 100 meters run, medals won in certain catefory and so on)?	Both
37	Will the dashboad be staically defined upon a set of parameters or the users responsible for entering the data (or if there are any users responsible for visualising the data) need to be able to dynamically specify and build custom dashboards for an athlete or athlete type?	Both
38	Is an embedded video module required? And if so, what is the forecast on usage in terms of terabyte?	Yes, please provide a pricing structure that defines different storage levels.
39	Do you require quotes for hosting to be included?	Yes
40	Would you consider a solution appropriate if it relied upon an integration with other existing EIS/UK Sport applications?	Yes
41	Do you already have Licences for any reporting technology e.g. Power BI?	Yes
42	Should the software licence (support and maintenance) be included within the fixed price of the project or provided as a separate line item?	Yes
43	Are you looking for a mobile specific application?	No - however an application that can be used on both a mobile device and a laptop/computer

#	Question	Answer
44	What reports do you wish to be produced?	This cannot be defined at this point in time.
45	What is the typical volumes of reporting required in the platform?	We need to be able to create reports for athletes or utilise dashboard at each stage of our process. Typically this is at 4-8 points in the process. However it is difficult to define as it depends on the development of the recruitment process.
46	What is the expected timeliness between data capture and making it available for reporting?	Instantaneous
47	Is the client interested in the option to make all dashboards graphic available for download, possibly in a on-demand generated PDF with all relevant data included that may not be presented on the dashboard?	Yes - we are open to any ideas around reporting and dashboards.
48	Which olympic and paralympic sports are in scope for this platform, does it include team sports?	All Olympic and Paralympic sports are in scope,
49	Ref. 50 hours of support provided to the Pathways Team, what type of support is envisaged here? Is this technical support or training and implementation?	Technical support, education and training, development of data collection forms, dashboards etc.
50	For implementation and training, how many people and organisations will need to be trained on the use of the tool and is this included within the scope of this tender?	In depth training would be required for the Performance Pathways Team, basic training or education materials would be required for the sports involved in the work this could be upwards of 20 sports.
51	Is the supplier responsible for training and any required business change activity?	Yes
52	Our company has a data science team who work closely with the delivery teams to assist clients with analysis. Would UK Sport be interested, as part of the hosting and ongoing development service, in having access to this team? If so would you prefer this to be included as an optional pricing within the ITT response or discussed at a future date?	We have a data science team in house so would not require this.
53	"50 hours of support provided to the Pathways Team". Is this for user-education purposes? Functional support or more technical related matters? 50hours is for the entire duration of the contract or for 1 year?	This is 50 hours per year
54	Is an organized Service Level Agreement necessary – meaning a 24/7 IT Service desk?	No
55	Please would you clarify the type of 'ongoing updates to the system' you are anticipating the supplier would be asked to provide and how you expect to quantify or scope these within the fixed price framework.	Our current supplier is continually updating their system, this is include in the price of our contract.
56	The Specification in Appendix 1 makes reference to "ongoing updates to the system". Can you provide an estimate of the frequency of and nature of the expected changes. It might be easiest to express this in terms of the number of FTE you envisage will have to be dedicated to ongoing development work.	See question 55
57	Will all claritification questions be shared with all parties that submit them?	Yes
58	Is appendix 1 the only section to respond to platform functionality and capabilities?	Yes
59	In 16.2.3 the instruction provided is not to provide any soporate marketing material along with the bid. Would creenshots of platform functionality included in responses on appendix 1 be considered marketing materials or would that be allowed?	That would be allowed.
60	For the successful participant, will there be any flexibility or ability to negotiate the terms and conidtion in annex 1 or are these terms non-negotiobale?	Terms are non-negotiable
61	Do you have any more detail on the requirement or is the expectation that this is developed through the project using an agile methodology?	This question is too general to answer, I hope any further detail you require can be found in the answers to the other questions.
62	Are you open to proposals for entirely bespoke software applications or are you expecting the requirement to be delivered through the adaptation of an off the shelf product?	We are open to any bespoke proposals so long as they are able to be delivered with in the budget
63	Section 16.2.6 talks about word counts against Tender requirements, however there are no word counts provided. Please can these be issued if applicable?	Word counts have not been provided which is an error on the ITT - 500 per question with appendixes if required.
64	Section 16.2.5 refers to examples, it is expected that examples are used for each of the Tender Requirements or separately?	It is not expected, please provide examples where necessary
65	Does the service require a discovery phase or is there more detail around functional and non-functional requirements known that could assist in providing fixed costs.	We already have a service/product that we use and therefore do not need discovery work - we would be interested in what you have to offer and how that can work within the existing scope of our recruitment work

66	Is there a word count limit for any of the questions?	See question 63.
67	Has UK Sport conducted any Discovery, User Research or Requirements Gathering for the tool? If so can these be shared with the tenderers? If not, we will assume that these exercises form part of the engagement.	See question 65.
68	If no Discovery work has been completed then, given the brief nature of the Specification in Appendix 1, tenderers are going to have to make a number of assumptions about the scope and complexity of the required tool. Some of these assumptions will naturally need to be revised when the scope of the work is fully understood. How should tenderers express their uncertainty around the scope of the work? Usually this would be done either by offering a pricing envelope, which is refined following a Requirements Gathering exercise, or pricing is offered in terms of development "sprints", with some estimates around the number of sprints to achieve certain delivery milestones. Both of these solutions entail offering something other than a single, fixed price – which is what UK Sport has asked for.	See question 65.
69	Does UK Sport have existing relationships with any software development suppliers who have been involved in the Data Management Tool (or similar delivery work) to date?	Fusion Sport currently fullfil our needs.
70	What would be your preferences regarding the document we will be completing? Since it is a pdf version, do we need to print it + write feedback manually? Or is there a word version in which we can digitally give our answers?	A word version can also be uploaded.
71	Is my understanding correct that we will need to complete all documents that are included here, and add a document in which we propose our current Athlete Data Management Tool, with focus on your specific questions?	Yes.
72	I have read there is a word count limit, but I can't seem to find the exact limit number.	See question 66
73	Is it required to give a breakdown of the total cost? Is it possible to give different cost structures? E.g. one with two factor authentication login, and one without?	A breakdown of cost is required. You may offer more than one cost structure, please be aware we will assess your abilty to deliever within our budget.
74	Will there be any public facing or external elements of the platform? If so, would those be only static pages or dynamic and editable by UK Sport?	There will be public facing elements of the platform to enable sports and athletes to enter and view data. These should be dynamic and editable by UK Sport please see question 2 for further information.
75	Please can you clarify how many different types of users there will be (you mention athletes, coaches, support staff, sports scientists)? Will they each have different permissions, i.e. be able to do different things	We anticipate there being: Pathways Team Members, Sports Science and Support Staff, Coaches, Athletes, Parents. They will all need separate permissions
76	Are there specific relationships between user types? E.g. is a coach only allowed to 'see' or 'edit' athletes they're coaching?	Yes, we require different permissions for each user group.
77	Approximately how many user levels will the platform have? Will each sport have their own access and will different user permissions and access be required within these sports?	Please see question 75
78	To what level of granularity are data access controls required? e.g. dataset based, vs row or column based access so coaches and support staff only see athletes relevant to them?	Please see question 75
79	Will the users be split in different groups (for example teams) and what does this meean for viewing, creating and editing permissions (for example will coaches be able to edit or only view data from the teams they don't below to)?	please see question 75
80	What is the anticipated number of users both inputting and consuming the data?	Archived: migrated data from previous recruitment campaigns. This can be broken down further, of the 5000 athletes most will be one time users who are deselected early in the process, there will
81	What volumes will the system be handling, e.g. no. athletes, no. data records, no. users?	Please see question 80
82	How many different types or users are expected to be made available (for example members, coaches and adminstrators)?	Please see question 80 and 75
83	How many users will require access to the platform	Please see question 80
84	Can you provide any information around the scale of the solution, such as approximate numbers of users (athletes, support staff, and coaches)?	Please see question 80
85	Can UK Sport please provide a small handful of "use cases" or "user stories" for the Data Capture Tool? These should include information about who the users are, what data they need to enter and what insights they wish to extract from the data. This will help bring things to life for the tenderers.	Case study 1 - Through an existing UK Sport sign up form, an athlete has applied to be part of a national athlete recruitment campaign, they will be sent a log in to an athlete data management tool where they will be asked to complete a number of questionnaires and recieve information pertaining to an assessment event. The athlete fills in the questioannaires and attends the assessment event where physical data is collected by a team of sports scientists. The athlete leaves the day but is still able to see the results of their physical assessments

	Case Study 2 - A sports scientist working at an assessment event with over 100 athletes completing assessments on one day, they have the ability to enter performance testing data into a database live as the tests are happening. They also have the ability to enter the data for a number of athletes at a time. At the end of the assessment event the sports scientist is happy that the data entered is accurate and stored againsit the correct athlete.
	Case Study 3 - a coach from a sport is able to see the details of atheltes who have attended the assessment event and compare this to an age and stage appropriate bench mark in order to make an informed decision about the athelte continuing on to further more in depth assessment of their future potential.
86 Do you have any technology platform preferences?	no
87 You have listed the tender as "Database Services 72320000" but referenced throughout as a "Tool", so my question would be, does the explanation below accurately describe what it is you are looking for 1.A web system, app or service with secure sign in facilities that allow the creation of profiles and forms which collect cyclical data from athletes (and others) of varying sports regarding their performance, logging that information in a database which feeds visual dashboards and is accessible, so that the data can be further analysed offline, or, 2.Do you have a more detailed specification that you can provide?	Your description is accurate. We would like to see from a tenderer what they propose rather than being too prescriptive with the specification
88 Are the Pathways Team open to a managed service model for configuration? (dashboards, forms etc).	Yes if it fits the need we have for the ADMT.